



MISSOURI DEPARTMENT OF TRANSPORTATION JOB OPPORTUNITY ANNOUNCEMENT

Date Posted: 09/25/2006
Application Deadline: 10/09/2006
Job Title: Building Services Crew Member
Min Monthly Salary: \$2,508.00
Location: Macon District Office
District/Division: District 2 / General Services Division
Human Resources Contact Number: 660-385-8203

Notice: This position will totally work out of the Macon District Office - This is not a position that requires travelling within the District.

General Summary:

The building services crew member assists in building maintenance, repair, and renovation activities at department facilities and buildings. Responsibilities are performed under moderate supervision.

Minimum/Required Qualifications:

High School Diploma or GED, plus additional coursework in heating, air conditioning, carpentry, or electrical wiring
One year of experience in building repair and maintenance.

Supervisory Responsibilities:

None

Special Working Conditions/Job Characteristics:

Job requires heavy physical exertion and effort.

Job requires exposure to physical hazards, health and safety risks, and/or adverse or otherwise undesirable characteristics in the environment.

Examples of Work:

- Performs carpentry duties such as building cabinets, shelving, bookcases, tables and baseboards.
- Makes repairs and replaces heating/cooling equipment, plumbing, roofs and related building maintenance.
- Troubleshoots and repairs electrical system components such as electrical, computer and telephone wiring, lighting fixtures, fans, outlets, switches, breakers, and conduit.
- Delivers mail, packages, and freight as needed and moves and assembles furniture, cabinets, and partitions.
- Purchases and/or acquires needed materials and supplies.
- Performs outdoor maintenance such as landscaping, mowing, and snow removal.
- Performs other responsibilities as required or assigned.

How to apply: In order to be considered for this vacancy you will need to complete a MoDOT Employment Application. Please submit the application and transcripts on or before the application deadline to the address

listed below.

Missouri Department of Transportation
Human Resources
902 North Missouri
P.O.Box 8
Macon, MO 63552

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